

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
October 8, 2020**

BOARD MEMBERS

Jim Foley	President
Michael Toback	Vice President
Laurel Smith	Secretary
Gloria Felcyn	Treasurer
Charles Sudderth	Director
Tom Schmidt	Director
Jeffrey Klopotic	Director

OTHERS PRESENT

Bill Oldfield	Community Management Services, Inc.
Chris Burns	Homeowner
Eddie Yang	Homeowner
Bill Murphy	Wells Fargo
Lingfan Kong	Homeowner
Sophia Kao	Guest of Weimin Tang – Assisting with translation
Weimin Tang	Homeowner

ITEM I - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:05 PM via GoToMeeting.

ITEM II – Open Forum

Lingfan Kong asked about having a common area Electric Vehicle charging station installed at the Vineyards. Michael Toback asked the Association Manager to get him and Lingfan together on an email thread to look into it together.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes from August 13, 2020 Board of Directors meetings, August 21, 2020 Special Board meetings, and September 10, 2020 Board of Directors meetings. Gloria Felcyn made a motion to accept all the minutes as presented. Laurel Smith seconded the motion, and passed with Jeff Klopotic abstaining from the vote.

ITEM IV - Committee Reports

- A. Financial Report – Gloria Felcyn introduced Bill Murphy who is the Wells Fargo representative who works with Vineyards through CMS. Bill Murphy presented several options for investing reserve funds. Fixed annuities are the type of investment he recommended. Although they are not protected by FDIC is they are still quite safe. The Board asked Gloria Felcyn to work with Bill Murphy and come back to the Board with a plan for reinvesting CD that will be expiring soon.
Gloria Felcyn reported to the Board on behalf of the Subcommittee of the Board. The subcommittee has reviewed all nine of the documents in accordance with California Civil Code 5500 for month ending September 30, 2020. Year to date the Vineyards has a deficit of about \$14000 per month.

The Board of Directors reviewed the aging report for September 30, 2020. The Board is going to draft a letter to send to people who are delinquent.

Gloria Felcyn asked about the status of a letter to Allied in response to the invoice presented to the Board at the last meeting. Michael Toback will draft a letter and send it to the Board for review.

B. Security

- Jeff Klopotic reported he had personally witnessed one of the two mailbox break-ins. He has filled reports with the post office and the Sheriff's department.
- Tom Schmidt has purchased several more cameras. An electrical circuit for KC's unit was finished. He is continuing to work with Homeworx on other installations

C. Maintenance

- Jim Foley briefed the Board on damage to the patio and possibly the foundation of 19205. This damage was caused by a tree. ACS is investigating the issue.
- The light/short issue around the big pool was resolved.
- Michael Toback showed a solar light he is recommending installing to replace a pagoda light that has been having issues. The light is only about \$30. There is a smaller version that is only about \$20. The Board asked the Association Manger to open a work order to have Homeworx install it.

D. Landscaping

- Jeff Klopotic asked if we have laurel trees at the Vineyards. Chris stated that there are few trees in the community.

E. Newsletter

- Laurel Smith asked for an article about solicitation. She recommended looking through old newsletters.

ITEM V – Association Manager's Report

- A. The Board reviewed the work order history for the past 30 days.

ITEM VI – Correspondences

- A. The Board of Directors reviewed the correspondence from the past 30 days

ITEM VII – Other Business

The Board asked the Association Manager to get the date for the gutter cleaning.

Jeff Klopotic reported he is still working on the property taxes issue. The "mapping department" had gotten back to him and they verified the parcels have been moved over to the common area. He will have to circle back with entities to have the debt cleared.

Jim Foley reported the day after the late meeting he had met with the current sweeping service. Since that meeting the current service has been good. Jim Foley recommended waiting another month then reevaluating the service.

There was a discussion about creating a new operating rule regarding how to handle termites. No action was taken.

A request to rent out 19702 was discussed. The Board asked the Association Manager to run a report regarding current percentage of rentals at the Vineyards so it can be reconciled. With the current percentage, listed by CMS is 31%, the property cannot be rented out.

VIII – Hearing

A hearing regarding improper recycling was held. The owner of the property was present and with the assistance of a family friend to translate addressed the Board. The translator explained the homeowners were not aware of the dumping regulations. Laurel Smith stated all homeowners are required, as part of the purchasing process, to acknowledge they have reviewed and understand the CC&Rs and/or Operating Rules. The translator asked the homeowner and they had not fully reviewed the documents. Gloria Felcyn asked how long the homeowners have been owners at the Vineyards. The Association Manager looked up the address and reported they have been owners since 11/18/2016. Laurel Smith pointed out there are signs instructions on proper disposal posted at all the garbage enclosures. The translator reported they have not paid attention to the signs. She also explained a fine would currently be difficult for the homeowners to pay because they have not been working as much recently because of COVID-19. Michael Toback reiterated that anyone purchasing or renting property at the Vineyards is required to sign a document stating they have read and understand the CC&R and Operating Rules. The homeowner, through the translator, apologized for not following the rules and would ensure he follows them moving forward. Gloria Felcyn and Jim Foley explained that the HOA has also had to pay extra monthly to clean-up issues similar to the this issue.

IX - Adjournment

The Board Meeting was adjourned at 9:10 PM. The next meeting of the Board of Directors is scheduled for November 12th, 2020. The means by which the meeting will be held are to be determined and will be posted with the agenda and notices about the meeting

Vineyards of Saratoga Homeowners Assoc.

Date